



## Floodplain Easements- Emergency Watershed Protection Program Applicant Checklist

**To Apply All Applicants MUST Submit the Following to NRCS by *March 27, 2009*:**

	Completed Application Form (AD-1153)
	Copy of the deed for the offered acres
	Dates of Flooding
	Documentation of Flood Damage including location of the flood damage
	Location of Offered Acres (sketch or outlined on a map)

**If not currently a USDA Participant Applicants Will Also Need To:**

	Complete the Service Center Information Management System (SCIMS) Data Entry Form to get enrolled to participate in USDA Programs
	Bring a Photo ID to the USDA Service Center
	Provide the Farm Service Agency (FSA) with a copy of the Deed listing the owners of the land
	Show FSA on a map the property boundaries of the land
	If landowner is a private non-profit entity: Provide FSA with a copy of the corporation charter papers, verifying it is a valid non-profit entity.
	If the landowner is a private entity: <ol style="list-style-type: none"> <li>1. Complete the Member's Information Form (CCC-901) including a listing of all members of the entity and their social security number or Tax ID number. Signature authority must be established for the person(s) signing the CCC-901.</li> <li>2. Provide FSA with a copy of the corporation charter papers, verifying it is a valid entity.</li> </ol>

### Who Needs to be Enrolled in SCIMS?

***If the land is owned by one or more individual persons:*** Each person needs to be enrolled in SCIMS

***If the land is owned by a unit of government:*** The unit of government needs to be enrolled in SCIMS

***If the land is owned by a private non-profit entity:*** The entity needs to be enrolled in SCIMS

***If the land is owned by a private entity:***  
The entity needs to be enrolled in SCIMS

### How Can Flood Damage be Documented?

- Copy of Insurance Claims (crop insurance, property insurance, FEMA, Risk Management, etc.)
- Photographs of Flood Damage or Flood Remnants (debris, sediment, mud lines on trees, etc.)
- FSA- ECP Flooding - Records of Emergency Conservation Program flood damage
- Newspaper Articles
- Flood Damage or Flood Remnants Currently on Site

*USDA is an equal opportunity provider and employer.*

March 2009